

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES

Monday, June 6, 2016

County Administration Center, Board of Supervisors Chambers

Additional Media:

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The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:

Mendocino Regional Transportation Planning Agency (RTPA) and
Mendocino County Service Authority for Freeway Emergencies (SAFE)

1. Call to Order / Roll Call. The meeting was called to order at 1:30 p.m. with Directors Doug Hammerstrom, Steve Scalmanini, Larry Stranske, Jim Koogle, Alternate Michael Carter, Tom Woodhouse, and Dan Gjerde present; Chair Gjerde presiding. Director Rex Jackman (Caltrans/PAC) joined by telephone.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Nephela Barrett, Program Manager; and Leila Doyle, Administrative Assistant.

2. Convene as RTPA

3. Recess as RTPA - Reconvene as Policy Advisory Committee.

Public Expression. None.

4 - 7. Regular Calendar.

4. Approval of Mendocino Transit Authority's Revised Claim for Fiscal Year 2015/16 Funds.

Ms. Orth reported MTA's request for additional allocations from MCOG's State Transit Assistance (STA) and Capital Reserve funds. She verified there were sufficient funds in both accounts to cover this request, even though STA deposits for the year have come in below the State Controller's estimates. Staff will be watchful of FY 2016/17 STA revenues in case it may be necessary to partially rescind the allocation. MTA is the only claimant. She and Sally Webster of MTA then answered questions:

- What will this money be used for? MTA needs to balance their budget. When originally claimed in March, it is too early to determine the budget; more accurate figures are known in June. STA funds would be used for Operations. Capital Reserve is needed to match a grant for a medium-duty van. (Scalmanini, Orth, Webster)
- Does MTA expect to use STA for operations in the next year's budget? Yes. Since 2008, state criteria have been waived for operations use, and new legislation relaxes the rule. (Hammerstrom, Webster)
- Is MTA's fleet fairly new? Yes, capital funds have been available to replace most of the fleet. (Gjerde, Webster)

Upon motion by Director Hammerstrom, second by Director Stranske, and carried unanimously on roll call vote (8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that Mendocino Transit Authority's revised FY 2015/16 claim for State Transit Assistance and Capital Reserve funds is approved, and the Executive Director is authorized to issue revised allocation instructions to the County Auditor.

State Transit Assistance - Operations	175,000	
Capital Reserve Funds	46,080	
Total Funds Allocated to MTA Claim		221,080
Revised Total FY 2015/16 Allocation		\$ 3,826,441

5. Fiscal Year 2016/17 RTPA Budget. Ms. Orth reported on the final budget proposal, the result of all recommendations by the Executive Committee, Technical Advisory Committee, Transit Productivity Committee, and staff. She identified changes since the May budget workshop and the actions required to adopt the budget, as written in her staff report. Total revenues are estimated at \$7.4 million and total allocations are recommended at \$7.2 million. Discussion and questions included:

- Are any Bicycle & Pedestrian projects overdue for completion? The oldest delayed projects are caught up now, e.g. City of Ukiah’s ADA curb ramps. There is some unclaimed bike rack funding awarded several years ago. Agencies are required to report progress quarterly; staff follows up with the Technical Advisory Committee members if delays continue. A review of existing projects can be done when new applications are accepted. (Gjerde, Orth, Ellard)
- Suggestion to present information on unclaimed Bicycle & Pedestrian funds at a later board meeting, so that board members can bring to the attention of their agencies’ staff. (Gjerde)
- Is there any money available to Fort Bragg for bike racks? Staff will research. Funding allocated today will be made available for project awards next year; typically a cycle is opened every other year to increase the amount available. (Hammerstrom, Ellard, Orth)

The Chair invited comment; no one wished to speak to this agenda item. **Upon motion** by Director Carter, second by Director Woodhouse, and carried unanimously on roll call vote (8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the following four resolutions are adopted as recommended by staff and committees.

- a. Adoption of Resolution Finding That There Are Unmet Transit Needs That Are Reasonable To Meet for Fiscal Year 2016/17.

Resolution No. M2016-08

Finding That There Are Unmet Transit Needs
That Are Reasonable To Meet for Fiscal Year 2016/17
(Reso. #M2016-08 is incorporated herein by reference)

- b. Adoption of Resolution Allocating Fiscal Year 2016/17 Funds and 2015/16 Carryover Funds for Administration, Bicycle & Pedestrian Facilities, and Planning

Resolution No. M2016-09

Allocating Fiscal Year 2016/17 Funds and 2015/16 Carryover Funds for
Administration, Bicycle & Pedestrian Facilities, and Planning
(Reso. #M2016-09 is incorporated herein by reference)

Local Transportation Fund (LTF)		
MCOG Administration	412,138	
2% Bicycle & Pedestrian	59,803	
Planning Program – new funds	100,000	
LTF carryover – Planning program	31,133	
Total LTF		603,074
Regional Surface Trans. Program – Admin.		90,000
ATP Infrastructure Grants – Admin.		549,374
ATP Non-infrastructure Grants – Planning		880,572
PPM Funds – Planning		230,667
RPA Funds – Planning		322,000
Total Allocations		2,675,687

- c. Adoption of Resolution Allocating Fiscal Year 2016/17 Local Transportation Funds, State Transit Assistance, and Capital Reserve Funds and FY 2015/16 Carryover Funds to Mendocino Transit Authority.

Resolution No. M2016-10

Allocating Fiscal Year 2016/17 LTF, STA, and Capital Reserve Funds
to Mendocino Transit Authority
(Reso. #M2016-10 is incorporated herein by reference)

Local Transportation Fund (LTF)		
MTA Operations	2,549,564	
Unmet Transit Needs	0	
Senior Center Operations	473,057	
Capital Reserve Fund	0	
Total LTF		3,022,621
State Transit Assistance (STA)		
MTA Operations	175,000	
MTA & Senior Center Capital	224,536	
MTA Capital - Reclaimed Carryover	134,076	
Capital Reserve Fund	0	
Total STA		533,612
Capital Reserve Program		
Current Year – MTA	14,000	
Current Year – Senior Centers	0	
Long Term – MTA and Seniors	306,264	
Total Capital Reserve		320,264
Total Transit Allocations		3,876,497

- d. Adoption of Resolution Allocating Regional Surface Transportation Program Funds for Fiscal Year 2016/17 MCOG Partnership Funding Program, Local Assistance, and Distribution By Formula To Member Agencies

Resolution No. M2016-11

Allocating Regional Surface Transportation Program Funds
for Fiscal Year 2016/17 MCOG Partnership Funding Program, Local Assistance,
and Distribution By Formula To Member Agencies
(Reso. #M2016-11 is incorporated herein by reference)

MCOG Partnership Funding Program		100,000
Local Assistance - Project Delivery		90,000
Formula Distribution to Members		
Mendocino County DOT	109,540	
City of Ukiah	147,417	
City of Fort Bragg	98,427	
City of Willits	92,383	
City of Point Arena	61,060	
Total Formula Distributions		508,827
Total Allocations		698,827

6. Technical Advisory Committee Recommendations of May 25, 2016: Adoption of Final Fiscal Year 2016/17 Planning Overall Work Program (OWP). Ms. Ellard introduced the program and pointed out a \$51 difference between the budget and the OWP, in a footnote relative to the staffing contract, and requested approval of this adjustment in the final OWP. She also noted several items

including projects carried over from FY 2015/16, then invited questions. The final program funding totals \$1,564,372.

Upon motion by Director Woodhouse, second by Director Hammerstrom, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the 2016/17 Final Overall Work Program is adopted as recommended by the Technical Advisory Committee and staff, and the Executive Director is authorized to sign certifications and the OWP Agreement and to forward to Caltrans as required.

7. Adoption of Resolution Supporting a Grant Proposal by ChargePoint, Inc. with Potential Partners Redwood Coast Energy Authority and Schatz Energy Research Center to Install Electric Vehicle Charging Infrastructure on the U.S. 101 Corridor in Mendocino County and Northern Sonoma County in Response to California Energy Commission (CEC) Solicitation No. GFO-15-603. As detailed in her written staff report, Ms. Orth described this funding opportunity and the relationship with Redwood Coast Energy Authority (RCEA) on previous collaborations, which led to discussions with ChargePoint corporation representatives about a joint proposal for the Mendocino County segment of US-101. Staff requested approval to participate in a proposal with Chargepoint, and possibly RCEA and other partners, to install “DC” (direct current) fast-charging electric vehicle (EV) infrastructure. Of 15 highway corridors eligible, the CEC had indicated the northern section of 101 is a high priority to fill gaps statewide. MCOG does not have authorization to administer such a project, but could serve in an advisory role for the public interest. ChargePoint would be a competitive partner and can provide the required 25% match funds. It is a chance to implement partially the Mendocino County Zero Emission Vehicle (ZEV) Regional Readiness Plan. Applications are due June 24, with \$875,000 available for the Mendocino segment.

Ms. Orth introduced Mr. Spencer Crim of ChargePoint, an account executive for the northern California coastal territory, who described their operations as the world’s largest EV network, with 28,000 stations nationwide, adding 600 more each month; every 4.5 seconds someone plugs into their U.S. stations. They received the largest CEC grant award on the I-5 corridor, at \$4.5 million. They are committed to a nationwide system of publically accessible stations. Most are standard Level 2 (240V) chargers, providing about 25 miles of range per hour of charge. The DC fast chargers would provide 200 miles per charge hour, but are much more expensive, therefore ChargePoint is applying for this CEC grant to augment their funding. Discussion and questions included the following:

- Compatibility? ChargePoint’s technology is universal, with various plugs for all makes of cars. Not every EV can connect to DC fast chargers, but new cars are built to accommodate them. The proposed stations would include Level 2 chargers so that drivers would not need to wait. (Gjerde, Crim)
- Charge time? This would be reduced from about four hours to 20-30 minutes, depending on the vehicle’s battery capacity. (Woodhouse, Crim)
- User costs? If fees are applied, electricity would cost much less than gasoline. (Crim)
- Would sites complement existing locations? Discussion of progress on the CEC grant for stations in Mendocino state parks, including new site choices. Also this proposal can be viewed as an interregional project, complementary to Humboldt County’s network, with potential of support from RCEA. (Gjerde, Orth)
- Would dual chargers double the charge time when two cars are plugged in? Results depend on power capacity to the site, which can be resolved by 480V power at additional cost. ChargePoint’s network software distributes the power to best accommodate demand. Their mobile app assists drivers with finding and monitoring stations. Future technology is expected to improve performance. More funding is anticipated, as the State is rapidly implementing policy to accommodate a million EVs by 2020. (Scalmanini, Crim, Orth)

- Can evolving battery technology play a role in faster charging, i.e. by exchanging them? In a few years this may happen. Batteries are so expensive right now, it is not a current solution. ChargePoint can be relied on to stay current with technology. (Hammerstrom, Crim)
- Is there ChargePoint membership? Yes, it comes with mobile app and wireless radio frequency identification (RFID) card, with payment account similar to Bay Area FasTrak. (Gjerde, Crim)
- As a partner, MCOG would have access to operations data and make recommendations for future buildout of the network. Analytics could help tourism agencies promote services, important to the region. (Orth, Gjerde)
- Criteria for choosing locations? Community choice aggregation utilities available? Availability of renewable energy or green power sources? Things to do while driver waits? Some of these are host site decisions; all criteria mentioned are considered. ChargePoint is a committed clean-tech company. EVs are 30% net positive compared to gasoline cars even with coal plants in the utility mix. MCOG's advisory role would include looking for clean energy opportunities, helping choose host sites, steering site choices to assist the local economy, which may not be the fastest route on and off the freeway, but instead might guide travelers into town to local businesses. (Koogle, Crim, Orth)

Upon motion by Director Hammerstrom, second by Director Scalmanini, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the following resolution is adopted.

Resolution No. M2016-12

Supporting a Grant Proposal by Chargepoint, Inc. with
Potential Partners Redwood Coast Energy Authority and Others
to Install Electric Vehicle Charging Infrastructure
on the U.S. 101 Corridor in Mendocino County
and Northern Sonoma County in Response to
California Energy Commission Solicitation No. GFO-15-603
(Reso. #M2016-12 is incorporated herein by reference)

8 - 11. Consent Calendar. Upon motion by Director Woodhouse, second by Director Carter, and carried on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 1 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved:

8. Approval of May 2, 2016 Minutes – as written

9. Acceptance of May 11, 2016 Transit Productivity Committee Minutes – as written

10. Acceptance of 2014/15 MCOG Fiscal Audit – MCOG received a clean audit.

11. Approval of Resolution Adopting an Amended Conflict of Interest Code by Reference

Resolution No. M2016-13

Adopting an Amended Conflict of Interest Code by Reference
(Reso. #M2016-13 is incorporated herein by reference)

12. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Director Carter, second by Director Woodhouse, and carried unanimously (*7 Ayes – Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

13. Reports - Information

- a. Mendocino Transit Authority. Sally Webster, MTA Finance & Personnel Manager, reported that Carla Meyer, the new General Manager was getting started. She also reported status of three grants in progress. With the anticipated federal intercity grant, it will be possible to get to and from the coast in one day, a longtime unmet need. The Cap & Trade funding enables MTA to continue free rides to Mendocino college students for the fall and spring semesters. Also MTA is partnering in a Affordable Housing/Sustainable Communities grant proposal for senior housing in Ukiah, which includes a battery electric-powered transit bus.
- b. North Coast Railroad Authority. There was no report.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report, noting several meetings relating to the Active Transportation Program (ATP). Planning staff has been very busy launching the Covelo and countywide Safe Routes to School non-infrastructure educational programs. The ATP infrastructure project on State Route 162 in Round Valley, i.e. multi-purpose trail, had an onsite kickoff meeting, with the consultant starting up environmental work. He answered questions about the trail project; 2018 is the target year for construction. The trail will provide safe connections to medical and tribal facilities, from central Covelo.
- d. MCOG Administration Staff.
 1. US-101 Bypass of Willits Update. Mr. Dow referred to the Project Manager's written report. Discussion followed on possible opening dates, upcoming MCOG Board tour opportunities, and downtown Main Street planning. The Willits Kids Club will have a cycling event on the bypass in the fall. Did the subcontractor use any herbicides on the mitigation properties? Director Jackman (Caltrans) will look into and reply.
 2. Miscellaneous. Staff reminded the members that there would be no meeting in July, and the next meeting is scheduled for August 15.
- e. MCOG Planning Staff.
 1. Miscellaneous. Ms. Barrett reported progress of Work Element 26, County Road/City of Ukiah Street Preservation Sales Tax. At their meeting in early May, the City had voted to move forward with a sales tax initiative dedicated to streets and roads. Director Scalmanini (Ukiah Mayor) reported there had been no argument filed in opposition to a half-cent sales tax in time for the ballot. Mr. Dow noted there were none in opposition at the City Council meeting.
- f. MCOG Directors. There was no report.
- g. California Association of Councils of Governments (CALCOG) Delegates. Mr. Dow reported he was unable to attend the recent COG Directors Association meeting.

13. Adjournment. The meeting was adjourned at 2:55 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director / Leila Doyle, Administrative Assistant